

1. I received a Notice of Right to Sue from the U.S. Equal Employment Opportunity Commission (EEOC) in relation to Charge No. 451-2025-00707. Based on the EEOC documentation, I believed my 90-day deadline to file a civil action would expire on July 16, 2025.

2. On July 16, 2025 I submitted my lawsuit for filing with the Bexar County District Clerk's Office. As a pro se litigant, I filed in Bexar County in good faith, mistakenly believing it was an appropriate venue for my claims.

3. On July 17, 2025, I received a response from the Bexar County Clerk rejecting my filing and stating that I must instead submit my complaint in the proper jurisdiction—namely, the United States District Court for the Western District of Texas.

4. Upon receiving that notice, I acted promptly to correct my error and refile my complaint in the appropriate federal court. At no point was I attempting to delay or avoid proper procedure.

5. I am not an attorney and have no legal training. As a pro se litigant navigating complex procedural rules, I made a reasonable and honest mistake regarding venue. I have acted diligently and in good faith throughout this process.

6. I respectfully ask that the Court deem my complaint timely filed pursuant to the doctrine of equitable tolling. My original attempt to file occurred within the statutory 90-day window, and any delay in re-filing was the direct result of that good faith error and corrected without undue delay.

7. If the Court requires any additional documentation regarding my initial submission, the rejection by the Bexar County Clerk, or the timestamp of that filing, I am prepared to submit it as evidence.

I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Executed on July 17, 2025, in Bexar County, Texas.

Respectfully submitted,

/s/ Stephanie Lopez
Stephanie Lopez
3323 Cherokee Cove
San Antonio, Texas 78253
Phone: (210) 420-4605
Email: slo19592003@yahoo.com
Pro Se Plaintiff

Returned for Correction Filing Notification for filing on case 103237129

From: no-reply@efilingmail.tylertech.cloud (no-reply@efilingmail.tylertech.cloud)

To: slo19592003@yahoo.com

Date: Thursday, July 17, 2025 at 08:43 AM CDT



**Filing Returned for
Correction**

Envelope Number: 103237129

Case Number: 103237129

Case Style:

The filing has been reviewed and returned for correction. Please refile with the corrections indicated below. For instructions on how to retain your original file stamp date, consult with your electronic filing service provider or the clerk's office. An electronically filed document is deemed filed when delivered to the electronic filing service provider, unless it is filed on a Saturday, Sunday, or legal holiday (in which case it is deemed filed on the next day that is not a Saturday, Sunday, or legal holiday)—or the document requires a motion and an order permitting the document to be filed.

Return Reason(s) from Clerk's Office	
Court	Bexar County
Correction Reason(s)	
Correction Comment	Please do not refile this envelope. Instead, make the necessary corrections within your current envelope and resubmit to the correct jurisdiction. Thank you for E-filing. MLM

To learn how to copy the returned filing so that you can make changes to refile, [click here](#)

Document Details	
Case Number	103237129
Case Style	
Date/Time Submitted	7/16/2025 11:31 PM CST
Filing Type	Application (No Fee)
Filing Description	
Activity Requested	EFile
Filed By	stephanie lopez
Filing Attorney	

https://efilex.tylertech.cloud/OfsEfsp/ui/dashboard/103237129/ce3f6fd6-5e02-449b-a70b-9b7b3ac66c17

FILE EXAS.gov

Start Filing

Click the **START FILING** button below to get started.

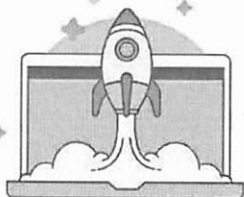
NEW There is now an option to choose your preferred fields for filing to speed up data entry. Visit your profile and pick "Favorites and Defaults" to make your choices.

Start Filing

Case Search

Search cases

Envelope Submitted



Envelope Submitted

Envelope # 103237129 has been submitted successfully.

View Receipt

Return to dashboard

View my drafts

View my templates

Support

83°F Windy

Search

11:31 PM 7/16/2025

https://efiletx.tylertech.cloud/OfsEfsp/ui/edit-envelope/ce3f6fd6-5e02-449b-a70b-9b7b3ac66c17/summary

*** Submission Agreements**

☒ I have not tried to add a party in my submission, if the party already exists.

Case Information Edit

Court Location	Case Type	Case Category
Bexar County - District Clerk	Discrimination	Civil - Employment
Damage Amount		
Monetary relief over \$250,000 but not more than \$1,000,000		

Parties Edit

Party Type	Party Name	Lead Attorney
Plaintiff	stephanie lopez	Pro Se
Defendant	City of San Antonio and its agent through the San Antonio Fire Department	

Filings Edit

Filing Code	Filing Type	Filing Description	Client Ref #
Application (No Fee)	eFile Only		

Fees Edit

Payment account	Party responsible for envelope fees	Filer Type
stephanie	stephanie lopez	Attorney/ Other

Support

Save Draft And Exit

← Fees Submit →

83°F Windy

Search

11:30 PM 7/16/2025

https://efiletx.tylertech.cloud/OfsEfsp/ui/edit-envelope/ce3f6fd6-5e02-449b-a70b-9b7b3ac66c17/fees

EFILETEXAS.gov

?

SL

New case filing

Draft # 15821747

Case Information

Parties

Filings

Service

5 Fees

6 Summary

Fees

You must select a payment account even if there are no fees.

* Payment Account

stephanie

X

+ Add Payment Account

* Party Responsible for Fees

stephanie lopez

* Filer Type

Attorney/ Other

X

Fee Breakdown

Calculate Fees

Case Initiation Fee	
Discrimination	\$350.00
Service Fees	
Convenience Fee	\$10.12
Grand Total	\$360.12

Support

Save Draft And Exit

← Service

Summary →

RE: Pro Se Filing- Stephanie Lopez

From: TXWD_ECF_help (txwd_ecf_help@txwd.uscourts.gov)

To: slo19592003@yahoo.com

Date: Thursday, July 17, 2025 at 08:28 AM CDT

Thank you for your inquiry.

Unfortunately, this email address cannot be used to file any documents. We only accept filings via US mail, over the counter, Dropbox, or if you can apply for permission to file electronically. More details and instructional manuals can be found on our website under the "Filing Without an Attorney" tab.

<https://www.txwd.uscourts.gov/>

NOTE: ELECTRONIC FILING IS NOW MANDATORY

TXWD ECF Help Desk

U.S. District Court

Western District of Texas

Support Hours: 8am - 5pm CT

Monday - Friday (excluding holidays)

CAUTION - EXTERNAL EMAIL: This email originated outside the Judiciary. Exercise caution when opening attachments or clicking on links.

From: Stephanie Lopez <slo19592003@yahoo.com>

Sent: Wednesday, July 16, 2025 10:59 PM

To: TXWD_ECF_help <txwd_ecf_help@txwd.uscourts.gov>

Subject: Fw: Pro Se Filing- Stephanie Lopez

CAUTION - EXTERNAL:

— Forwarded Message —

From: Stephanie Lopez <slo19592003@yahoo.com>
To: txwd_efile_sa@txwd.uscourts.gov <txwd_efile_sa@txwd.uscourts.gov>
Sent: Wednesday, July 16, 2025 at 11:55:46 PM CDT
Subject: Pro Se Filing- Stephanie Lopez

Dear Clerk,

I am submitting this filing as a pro se Plaintiff in the matter of *Stephanie Lopez v. City of San Antonio, by and through the San Antonio Fire Department*.

Earlier today, I filed this complaint in Bexar County District Court, but as I am unfamiliar with jurisdictional rules, I am submitting it here as well in the U.S. District Court for the Western District of Texas (San Antonio Division) out of an abundance of caution.

Attached are the following documents for your consideration and potential filing:

- Complaint (PDF)
- Civil Cover Sheet (JS-44)
- Bexar County Filing Screenshots

I respectfully request the Court accept this filing or advise me if any further action is needed. I apologize for any procedural errors, as I am representing myself and doing my best to follow proper procedure.

Please confirm receipt. Thank you for your time and assistance.

Respectfully,

Stephanie Lopez
3323 Cherokee Cove
San Antonio, Texas 78253
Phone: (210) 420-4605
Email: slo19592003@yahoo.com
Pro Se Plaintiff